



RESIDENCE PERMIT PROCESS

-GOOD-TO-KNOW-

Is it necessary to get a visa before I come to Hungary?

CITIZENS OF THE EU/ EEA MEMBER STATES Citizens of EU/EEA
(EEA: member states of the EU and Norway, Switzerland, Iceland, and Lichtenstein)

You may travel to Hungary without a long-term study visa. What they need during their study is a **registration card!**

CITIZENS OF COUNTRIES OUTSIDE THE EEA

If a student is from the non-European Economic Area (non-EEA), he/she needs to apply for a long-term "D" type visa for study purposes at the Hungarian Consulate of his/her country of residence. This visa, contrary to the Schengen (tourist) visa, can only be obtained from the Hungarian consulates. The process can be long, so apply appointment right after you get your acceptance letter. Upon arrival, you have to apply for your **residence permit card!**

What document do I need to prepare to get my residence permit card?

1. completed, signed "residence permit" **application form.**
2. valid **passport** (the validity must be at least 3 months)
3. one passport size **photo** (not older than 3 months)
4. **confirmation of Acceptance** from the Eötvös József College
5. visa/procedure **fee**: approximately 60 EUR (18 000HUF if you can enter Hungary without a visa and you would like to start the process in Hungary), for EU/EEA members 1000HUF is the procedure fee.
6. declaration of a real, exact **address in Hungary** (that can be a hostel, dormitory or the tenancy contract)
7. document certifying subsistence in Hungary (**bank account statement**; or the **declaration of the parents** that they support you of the stay in Hungary; or the document certifying the **scholarship**)
8. **declaration that the tuition fee has been paid.**
9. **active student status certificate** from Student Office

After you arrive in Baja, come to the International Relations Office of Eötvös József College and we will help you to arrange your registration card (EEA) or residence permit (non-EEA) at the Immigration and Asylum Office (in Hungarian: Bevándorlási és Menekültügyi Hivatal, abbreviated as BMH).

Address of the Immigration and Asylum Office – DÉL-ALFÖLDI REGIONÁLIS IGAZGATÓSÁG
(SZEGED): 6724 Szeged, Bakay Nándor u. 3/A

Opening Hours:

Monday: 7.30-16.00
Tuesday: 7.30-16.00
Wednesday: 7.30-16.00
Thursday: 7.30-17.00
Friday: closed

What should I take care of before/during the Immigration Office?

- **You have to bring your valid passport or ID** when you go to the Immigration Office.
- **You have to pay the procedure fee** at the Immigration Office by card or you have to certify that you paid the fee on a postal cheque.
- You have to **bring all the documents** with you in printed form. Documents have to be seen and sometimes taken in original so please have the original ones with you.
- **Applications, forms** must be filled out totally and correctly according to the data of your passport or ID.
- **You must be careful with the deadlines.** Please keep the receipts and missing lists and if later you take the missing documents with you please show these lists as well to your coordinator because this helps to follow how your case is going on.
- You have to certify valid health insurance in Hungary with the termination of your entire stay or you have to make a statement/declaration about separated money amount for covering the costs of any health treatment in Hungary
- You have to use the **official accommodation paper**, so please ask this from your coordinator or you can have one in the immigration office.

What should I prepare if I want to extend my card?

You have to come to the Immigration Office with your passport **at the latest 30 days before the permit expires.**

You have to pay the processing fee of 10.000 HUF at the Immigration Office by card or you have to certify that you paid the fee on a postal cheque.

You have to attach an active student status certification and you also have to certify that you have paid the tuition fee for the College (or have a scholarship). Plus you have to certify that your studies progress fulfill the requirements of the College, that document is a **Transcript of Records** and you can get it from the Student Office.

If you have not changed your address from the last permission and the attached rental contract is still valid you can declare this fact and that the circumstances are still the same.